



State of Arizona
Board of Technical Registration
1110 W. Washington, Suite 240 Phoenix, Arizona 85007
(602) 364-4930 FAX: (602) 364-4931 <https://btr.az.gov>

Drug Lab On-Site Worker Renewal Form

Renewal Fee \$75.00

All areas of this form must be completed or renewal will be returned and may result in penalty fees being added.

Please complete the following:

BUSINESS/EMPLOYER:

Name: _____
Email: _____
Address: _____
City, State, Zip: _____
Phone: _____
Birth Date: _____

HOME:

Name: _____
Email: _____
Address: _____
City, State, Zip: _____
Phone: _____
Soc. Sec.# : _____

(Birth Date and Social Security # are optional if provided to the Board with prior renewal)

Please Return This Renewal Form With Your Payment For:

Registration No: _____
Current Expiration Date: _____

Renewal Fee : \$75.00
Penalty : _____
Total Submitted : _____

Any renewal fee received after the expiration date shown will be subject to a penalty fee. The penalty fee is \$12.50 during the first 12 months of delinquency.

Exemption from payment of Renewal Fee:

Check one: ☐ Please place my license in **Inactive** status ☐ Please place my license in **Retired** status

I understand that:

- **I cannot perform or practice** services in the State of Arizona **while in this status**;
- I will not have to pay renewal fees while in this status;
- I may request return to **Active** status at any time by filling out a short form application and payment of a three year renewal fee as long as I continue to practice in the profession, either in another jurisdiction or in an exempt position;
- I understand that the Board may require re-examination after 5 years of non-practice (A.R.S. 32-127(H));
- **I understand that if I am in *Expired* status, I cannot place my license in *Inactive* or *Retired* status.**

Questions to be completed by all registrants:

Have you been convicted of a felony or misdemeanor other than a minor traffic violation since your last renewal? If you answer yes, you must attach the official court documents. ☐ YES ☐ NO

NOTE: *Alcohol and drug-related offenses that occur when driving or riding in an automobile (i.e., DUI, DWI, OWI, etc) are NOT considered minor traffic violations.*

Has any regulatory agency determined that you violated any of their statutes or rules pertaining to practice of your profession? ☐ YES ☐ NO

Have you been disciplined by any regulatory agency since your last renewal? ☐ YES ☐ NO

Do you have any pending investigation by any regulatory agency at this time? ☐ YES ☐ NO

For any questions answered yes, please provide written explanation and attach relevant documentation.

Making a false unsworn statement is a misdemeanor punishable by fine or imprisonment. A.R.S. 13-2704.

Signature: _____ Date: _____

Internal Use only:

Receipt Number: _____ Amount Paid: _____

Criminal History Check Completed

No Further Action Required ☐

Further Information Required ☐

Initials: _____

Date: _____

**Please Return This Renewal Form Along with Your Payment AND the following:
Drug Lab On-site Worker Annual Renewal**

Required for all renewals:

- ☐ Renewal Application**
- ☐ Copy of current 8-hour HAZWOPER refresher certificate**
- ☐ Copy of current AHERA refresher certificate**
- ☐ Application fee**

Required for first annual renewal:

- ☐ Documentation of successful completion of an 8-hour training course approved by the Board as required in R4-30-271(B)(4).**
- ☐ Documentation of successful completion of an 8-hour training course approved by the Board as required in R4-30-271(B)(5).**

Required for second & all subsequent annual renewals:

- ☐ Documentation of successful completion of a 2-hour refresher training course approved by the Board as required in R4-30-271(B)(6).**

****If the item is missing, your renewal and any submitted payment will be returned which may cause your renewal to be late and incur a penalty fee.**

Renewal Form Instructions

Name/ Address box	Please fill in both Home and Business addresses. Check the appropriate box indicating at which address you prefer to receive official correspondence from the Board.
Registration No	Copy from your current Certificate or find online at www.btr.az.gov under Registered Professional Search.
Current Expiration Date	Copy from your current Certificate or find online at www.btr.az.gov under Registered Professional Search.
Penalty(due now)	\$12.50 for part of year the renewal is currently overdue (past the expiration date indicated on the certificate being renewed).
Total Submitted	Sum of the Renewal fee, Penalty (due now). This total is the amount that must accompany your renewal. Make Checks payable to "AZBTR".
Exemption from payment of Renewal Fee	If either situation applies, check the application box. No fee is required if you are applying to change the status of this certificate to either of these categories.
Questions to be completed by all registrants	Answer each of the questions by checking the appropriate box. All questions must be answered in order for the renewal to be processed.